

Request for Quotation  
(2019-022)

Reference Number :  
Name of the Project: **Procurement of Sound System**  
Location of the Delivery : **COA Regional Office No. IV-A,  
Commonwealth Avenue, Quezon City**

Standard Form Number : SF-GOOD-  
Revised on :  
Standard Form Title : Request for Quotation

Date: October 11, 2019

Company Name :  
Address:

Please quote your lowest price on the item/s listed below subject to the General Conditions on the last page, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than October 18, 2019 to the undersigned, Property Section at the 2<sup>nd</sup> Floor Commission on Audit Regional Office No. IV-A, Commonwealth Avenue, Diliman, Quezon City

  
**JULIET H. SAMPELO**  
State Auditor III  
Property and Supply Officer

- NOTE:**
1. Quotation shall not exceed the Approved Budget for the Contract (ABC) stated below. Note that the ABC is inclusive of tax.
  2. All entries must be typewritten.
  3. Delivery Period within twenty (20) working days.
  4. Price Validity shall be for a period of thirty (30) calendar days.
  5. Bidders may submit their quotation per lot and evaluation and contract award will be undertaken on a per lot basis.

LOT NO.	ITEM & DESCRIPTION	QTY.	ABC
1.	Sound System Set-Power Amplifier, Mixer, Speaker Passive, Hardisc Player, Speaker Wire #14	1	115,500.00
2.	Rostrum (Podium)	1	33,600.00

Delivery Period : \_\_\_\_\_  
Price Validity : \_\_\_\_\_

After having carefully read and accepted your General Conditions, I/We quote you on the item/s at prices noted above.

\_\_\_\_\_  
Printed Name/ Signature

\_\_\_\_\_  
Tel. No. / Cellphone No. /e-mail address

\_\_\_\_\_  
Date